

Board Agenda Item  
February 11, 2004

## PRESENTATION - 1

### Watershed Management Plan Program

Mr. Carl Bouchard of the Department of Public Works and Environmental Services will provide an overview of the Watershed Management Plan Program. Discussion will include the purpose of the plans, the plan development process and the status of the effort. The Park Authority is actively participating in the watershed management plan development process.

#### STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Cindy Messinger, Interim Director, Resource Management Division

Michael Rierson, Manager, Support Services

Heather Melchior, Manager, Natural Resource Protection

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ADMINISTRATIVE - 1

Adoption of Minutes - January 28, 2004 Park Authority Board Meeting

ISSUE:

Approval of the minutes of the January 28, 2004, Park Authority Board meeting.

RECOMMENDATION:

The Park Authority Director recommends approval of the minutes of the January 28, 2004, Park Authority Board meeting.

TIMING:

Board action is requested on February 11, 2004.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Attachment 1: Minutes of the January 28, 2004, Park Authority Board meeting

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Nancy Brumit, Administrative Assistant

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ACTION - 1

Approval of Interim Use Agreement with Potomac School to Use Langley Fork Park as a School Bus Transfer Site (Dranesville District)

ISSUE:

Approval of the interim use agreement with Potomac School to use Langley Fork Park as a school bus transfer site for a trial period.

RECOMMENDATION:

The Park Authority Director recommends the Park Authority Board approve the interim use agreement with Potomac School for use of Langley Fork Park as a school bus transfer site for a six-month trial period. **(This item was reviewed by the Planning and Development Committee on February 4, 2004, and approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on February 11, 2004.

BACKGROUND:

On July 21, 2003, the Fairfax County Board of Supervisors approved Special Exception Amendment (SEA) Number 85-D-097-4 in the name of the Potomac School, a private school in McLean, to permit the expansion of existing school facilities and increase enrollment by requiring conformance with certain development conditions. Potomac School is required to demonstrate that at least fifty-five (55) percent of enrolled students arrive at school by bus or on foot to reduce traffic impacts on Potomac School Road, prior to increasing enrollment at the school. As the school enrollment increases, the percentage of students arriving at school by bus or on foot is also required to increase. In November 2003, a proposal was received from Potomac School requesting the use of Langley Fork Park as a school bus transfer site for before and after school student drop-offs and pick-ups. The proposal (Attachment 1) outlines the conditions of the use, the hours of operation, and the prospect of compensation, either monetarily or through park improvements.

The 52-acre site known as Langley Fork Park is owned by the National Park Service (NPS). The NPS granted the Fairfax County Park Authority a Special Use Permit for the site in July 7, 1981. The Park Authority's 25-year permit expires on July 6, 2006.

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The park was master planned in June 1980 (revised April 1981) and all of the improvements specified on the master plan that were approved by the NPS have been constructed. Any changes to the park uses or facilities must be submitted and approved in advance by the NPS. Upon expiration of the current special use permit, the Park Authority will need to execute a new agreement with the NPS; this agreement will probably be limited to five (5) years with two optional five-year extensions.

At the Park Authority Board's December 10, 2003, meeting the Board directed staff to develop an interim agreement to govern the conditions of Potomac School's use of Langley Fork Park during a six-month evaluation period. An interim use agreement between the Park Authority and the Potomac School has been developed with the assistance of the County Attorney's Office (Attachment 2). This agreement will govern the conditions of the six-month evaluation period, including:

- Use of the park by Potomac School will be limited to one hour in the morning (7:45 - 8:45 AM), and one hour in the afternoon (3:00 - 4:00 PM), five days a week.
- The Potomac School will bear all maintenance costs of their use of the park, including snow removal.

The agreement also covers insurance requirements and that Potomac School may be restricted from using the park due to national security reasons. The interim use agreement is currently under review by the NPS. A notification letter (Attachment 3) will be sent out to the surrounding community after the approval of the interim use agreement by the NPS and the Park Authority Board, notifying the community that this use of the park will begin on or after February 16, 2004, for a trial basis. This letter also indicates that after the evaluation period, if the use of Langley Fork Park by Potomac School for a school bus transfer site may be considered as a permanent use, a public hearing will be held to obtain public comment on this proposal. Any future permanent agreement with Potomac School for the continued use of Langley Fork Park as a bus transfer site will be limited to the current term of the Park Authority's Special Use Permit with the NPS.

During the six-month evaluation period the Potomac School will have Wells & Associates undertake periodic traffic observations so that a more precise understanding of the likely trips to and from the park, and any impact to traffic conditions on Georgetown Pike, can be ascertained.

FISCAL IMPACT:

No significant fiscal impact is anticipated during the evaluation period. Potomac School will reimburse the Park Authority for staff costs during the evaluation period. If the Park

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Authority elects to approve a longer term arrangement with Potomac School, compensation for future master planning and/or improvements at Langley Fork Park or other parks may be negotiated.

ENCLOSED DOCUMENTS:

Attachment 1: Potomac School Proposal  
Attachment 2: Interim Use Agreement with Potomac School  
Attachment 3: Notification Letter to Community  
Attachment 4: Location Map and Langley Fork Master Plan

STAFF:

Michael A. Kane, Director  
Timothy K. White, Deputy Director  
Lynn Tadlock, Director, Planning and Development Division  
Kay Rutledge, Manager, Land Acquisition and Management Branch  
Doug Petersen, Senior Right-of-Way Agent, Land Acquisition and Management Branch

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## ACTION - 2

### Authorization to Hold a Public Hearing on the Proposed Master Plan Revision for Ossian Hall Park (Braddock District)

#### ISSUE:

Approval to hold a public hearing to present the Master Plan Revision for Ossian Hall Park and to receive public comment.

#### RECOMMENDATION:

The Park Authority Director recommends that the Park Authority Board authorize a public hearing to present the Master Plan Revision for Ossian Hall Park to the public. **(This item was reviewed by the Planning and Development Committee on February 4, 2004, and approved for submission to the Park Authority Board.)**

#### TIMING:

Action is requested on February 11, 2004, to maintain the project schedule.

#### BACKGROUND:

The Ossian Hall Master Plan Revision is on the FY 2003 - FY 2004 Work Plan. The project team consisting of representatives from Resource Management, Park Services, and Planning and Development Divisions collaborated with the Ossian Hall Park Task Force, coordinated by Ms. Shapiro, on the development of the revision to the master plan. The Task Force and the project team believe the draft Conceptual Development Plan addresses the identified needs of the park.

A public hearing must be held in order to receive public input on the draft Conceptual Development Plan. The public hearing is tentatively scheduled for Tuesday, March 23, 2004, at 7 p.m. at Annandale Terrace Elementary School, 7604 Herald St., Annandale, VA 22003.

#### FISCAL IMPACT:

Staff salaries to complete this planning project will be from the General Fund 001 budget.

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ENCLOSED DOCUMENTS:

Attachment 1: Revised Master Plan Report  
Attachment 2: List of Task Force Participants

STAFF:

Michael A. Kane, Director  
Timothy K. White, Deputy Director  
Lynn S. Tadlock, Director, Planning and Development Division  
Kirk Holley, Manager, Park Planning  
Angela Allen, Project Manager, Park Planning

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## ACTION - 3

### Capital Projects Status

#### ISSUE:

Approval to proceed with the current Planning and Development Division Work Plan in order to complete critical projects at Cub Run RECenter, Lake Accotink Park, CLEMYJONTRI Park and R. E. Lee RECenter based on the availability of 2004 Park Bond funds in November 2004.

#### RECOMMENDATION:

The Park Authority Director recommends that the Park Authority Board approve proceeding with the current Planning and Development Division Work Plan in order to complete critical projects at Cub Run RECenter, Lake Accotink Park, CLEMYJONTRI Park and R. E. Lee RECenter based on the availability of 2004 Park Bond funds in November 2004. Staff will proceed with all projects contained in the approved FY 2004-FY 2005 Planning and Development Division Work Plan and identify funding sources at the time of contract award for each project. If the 2004 Park Bond Program is not approved in November 2004, the Park Authority will reconsider this action in order to determine how best to proceed with the completion of the projects from the current Planning and Development Division Work Plan.

#### TIMING:

Board action is requested on February 11, 2004, to ensure that projects on the Planning and Development Division Work Plan can continue without delay.

#### BACKGROUND:

Due to escalating construction prices, unforeseen conditions, necessary changes in project scopes and the development of more detailed cost estimates, Cub Run RECenter, Lake Accotink Dredging, CLEMYJONTRI Park Improvements and R. E. Lee RECenter Improvements are projects contained in the current work plan and in need of additional funding. These projects are ready to begin the construction phase and require additional funding in order to allow them to proceed. Staff will proceed with all projects contained in the work plan and identify funding sources at the time of contract award for each project.



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According to the Debt Manager with the Department of Management and Budget, if the fall 2004 Park Bond Program is approved, funds will be made available in November 2004 for the completion of the projects without delay from the current Planning and Development Division Work Plan. If the 2004 Park Bond Program is not approved in November 2004, the Park Authority will reconsider this action in order to determine how best to proceed with the completion of the projects from the current Planning and Development Division Work Plan.

The four projects in need of additional funding are as follows: Cub Run RECenter, Lake Accotink Park, CLEMYJONTRI Park and R. E. Lee RECenter. Funds in the amount of \$7,023,915 would need to be identified at this time in order to complete these projects.

Cub Run RECenter (additional contingency needed)	\$ 500,000
Lake Accotink Dredging	\$2,500,000
CLEMYJONTRI Park Improvements Phase I	\$3,523,915
Lee RECenter Improvements	<u>\$ 500,000</u>
Total Funds Needed	\$7,023,915

The specific details surrounding each project are as follows:

**Cub Run RECenter**

Cub Run RECenter is currently under construction. The contingency approved as part of the contract award was \$946,460 or 6.5% of the contract award. The usual contract contingency for construction of new park facilities is 10% of the contract award. In order to proceed with the project and based on available funding at the time, the Park Authority approved the contract award with the lower contingency amount. Since construction has been underway, the contractor has encountered rock in utility trenches, building footings, and the pool excavation. Change orders to date total \$710,492. Pending change orders for additional rock excavation for the retaining wall, light pole bases and the exterior slide bases estimated in the amount of \$40,000 and a number of other items estimated in the amount of \$63,400 are to be forthcoming. Based on the total of change orders to date and the amount of pending change orders, the balance in the project contingency would be \$132,568 as itemized in Attachment 1.

Contract Contingency (6.5%)	\$946,460
Change orders to date	(\$710,493)
Pending change orders	<u>(\$103,400)</u>
Remaining Contingency Balance	\$132,568

The Department of Public Works and Environmental Services (DPWES) has expressed concern about the amount of contingency remaining with major construction issues still

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ahead and the majority of the building still to be completed. They have requested restoring the contingency from the original 6.5% to the typical 10% of the contract award. In order to restore the contingency, funds in the amount of \$500,000 or 3.5% of the contract award would need to be identified. Upon completion of the project, any unused contingency could be returned to projects affected by the reallocation of funds.

**Lake Accotink Dredging**

The 1998 Bond Program includes a project titled "Lake Accotink Dam Repair/Dredging". The Park Authority Board approved the project priority in March 1999, as a natural resource management project, with an estimated budget of \$6,150,000. Because of their experience with dredging projects, the Park Authority Board also approved the assignment of the Department of Public Works and Environmental Services (DPWES) as Project Manager.

The Park Authority Board approved the project scope recommended by the project team in their October 11, 2000 meeting and subsequently approved contract awards for design services in two (2) phases at their March 28, 2001 meeting (Phase I) and January 16, 2002 meeting (Phase II). The decision was made to separate the preliminary and final design services into two phases because the scope of services required under the second phase could not be determined until the first phase was completed.

During the Study Phase (Phase I) for this project, the design consultant identified a preferred construction scenario that proposes hydraulic dredging of the lake and discharging dredged sediment via a temporary pipeline along the existing Norfolk Southern Railways railroad corridor to a nearby industrial site. This method was judged to be the least disruptive to the surrounding communities for disposal of the dredged material to an offsite location. The plan proposed creating an impoundment or "Confined Dike Facility" (CDF) at the disposal site. The CDF would receive the dredged material from the lake. The material in the CDF would be allowed to dry over time, up to five years. Once the material has dried sufficiently, it would be graded such that the site would be reasonably flat and usable.

The Design Phase (Phase II) contract included the engineering services needed to develop the final design and associated construction documents, and specifications for the preferred dredging and disposal alternative identified in the first phase.

One (1) sealed bid for the Dredging of Lake Accotink was received and opened on December 2, 2003. The lowest and only bidder was Mobile Dredging. A breakdown of the bid they submitted is summarized in Attachment 2. Their total bid of \$6,288,872.50 was \$2,109,625 or 50% above the DPWES pre-bid estimate of \$4,179,248. In consultation with DPWES and members of the Park Authority Board, the decision has

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been made to reject the one hydraulic bid received and revise the bid documents as necessary to reduce the cost of the project.

DPWES and members of the project team are currently evaluating options for reducing project cost which include revising the hydraulic method bid documents to transfer risk away from the contractor, or to re-bidding the project as a mechanical dredge. It is expected that a decision on how best to proceed will be made this month in consultation with the appropriate Park Authority Board Members. DPWES anticipates re-bidding the project in June and awarding a contract in November 2004. Given the limited competition that was experienced on the first bid, and the fluctuating bid prices being observed in the local construction market for work of this type, staff recommends reserving additional funds in the amount of \$2,500,000 to ensure the project can proceed with a minimum dredge amount of 160,000 cubic yards assuming the use of hydraulic dredging.

**CLEMYJONTRI Park Improvements**

CLEMYJONTRI Park is a high profile, one of a kind, countywide facility that the Park Authority has agreed to develop in accordance with the conditions for acceptance of the park property. This park development is the cornerstone of the future fundraising activities of the Park Authority that will continue to grow in importance as we identify our long range land, facility development, renovation and operational needs. The Fairfax County Park Foundation has raised approximately \$622,000 to date for this park project, with a portion of the funds to be received over a five year period. \$357,085 of that amount would be available at the time of contract award in spring 2004. The remaining funding commitment from the Fairfax County Park Foundation in the amount of approximately \$265,000 would become available over the next four years. It is staff's intention to pursue grants and other sources of private funds to offset portions of these development costs.

The approved scope for Phase 1 of CLEMYJONTRI Park includes a portion of the accessible playground, picnic shelter, entrance and parking lot, and related site improvements. The funding allocated was \$1,838,000. Detailed cost estimates have identified the need for additional funding due to greater than expected site development cost and unanticipated improvements within the adjacent right-a-way. Staff is also recommending the restroom facility be added to the project scope due to the type of playground that is being developed. Based on the current cost estimate that includes the original scope items as well as a restroom facility and completion of the entire accessible playground, the total project cost for Phase 1 is \$5,755,000 as detailed in Attachment 3. Therefore, the funding that needs to be identified in order to make these improvements at the park site would be \$3,523,915.

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Total Park Project Cost for Phase	\$5,755,000
Park Authority Funding committed to date	(\$1,838,000)
Park Foundation funds available at contract award	(\$ 357,085)
Site Permit Fees to be waived	<u>(\$ 36,000)</u>
Additional funding needed	\$3,523,915

**R. E. Lee RECenter Improvements**

On September 10, 2003, the Park Authority Board approved the Planning and Development Division's FY 2004-05 Annual Work Plan, which included a project to scope, design and construct critical maintenance improvements at Lee RECenter. The project team has completed the initial task of identifying and preparing a list of critical maintenance improvements needed at the facility. The list developed by the project team includes replacement or repair of the following components of the mechanical (HVAC) and plumbing systems:

- Replacement of two (2) HVAC cooling towers
- Replacement/refurbish of three (3) HVAC air handling units
- Replacement of steel frames and grating supporting the HVAC equipment
- Add two (2) exhaust fans to the Natatorium
- Add supplemental AC unit for the weight room
- Repair existing economizer controls for all RTU's
- Replace and relocate heating coil for ERU
- Replacement/repair of the drain line serving the lower level janitor sink
- Replacement/repair of the return line serving the spa facility

Based on the replacement or repair of these components, it is estimated that funds in the amount of \$500,000 as itemized on Attachment 4, need to be made available in order to fund these critical maintenance improvements. Staff has hired a design consultant to affirm staff's opinion that these improvements are the most critical and to prepare preliminary cost estimates for the proposed improvements. Details of the consultant's findings, along with staff's recommendation on whether to proceed with construction, will be brought to the Park Authority Board within ninety (90) days. If the Board decides to proceed with part or all of the improvements, it is anticipated that the work would be performed during the biennial swimming pool shutdown scheduled for August 2004.

**FISCAL IMPACT:**

Based on proceeding with the current Planning and Development Division Work Plan including completion of critical projects at Cub Run RECenter, Lake Accotink Park, CLEMYJONTRI Park and R. E. Lee RECenter, funds in the amount of \$7,023,915 will

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need to be made available from the 2004 Park Bond in order to complete the list of projects in the current work plan. If the 2004 Park Bond Program is not approved in November 2004, the Park Authority will reconsider this action in order to determine how best to proceed with the completion of the projects from the current Planning and Development Division Work Plan.

ENCLOSED DOCUMENTS:

- Attachment 1: Cub Run RECenter Project Contingency Summary
- Attachment 2: Lake Accotink Dredging Post Bid Analysis
- Attachment 3: CLEMYJONTRI Park Updated Cost Estimate
- Attachment 4: Lee RECenter Improvements Scope Cost Estimate

STAFF:

Michael A. Kane, Director  
Timothy K. White, Deputy Director  
Lynn S. Tadlock, Director, Planning & Development Division  
Thaddeus Zavora, Manager, Financial Management Branch

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ACTION - 4

Contract Award - Phase II Site Improvements at Towers Park (Providence District)

ISSUE:

Approval of a contract award to Atler B. Stanley & Sons, Inc. of Fairfax, Virginia in the amount of \$189,840 for construction of Phase II Site Improvements at Towers Park.

RECOMMENDATION:

The Park Authority Director recommends that the Park Authority Board approve a contract award to Atler B. Stanley & Sons, Inc. of Fairfax, Virginia in the amount of \$189,840 for construction of Phase II Site Improvements at Towers Park. In addition, the Director recommends reserving \$18,984 or ten (10) percent of the contract award for contract contingency and \$11,390 or six (6) percent of the contract award for administrative costs. **(This item was reviewed by the Planning and Development Committee on February 4, 2004, and approved for submission to the Park Authority Board.)**

Contract Award	\$189,840
Contract Contingency (10%)	\$ 18,984
Administrative Cost (6%)	<u>\$ 11,390</u>
 TOTAL COST	 \$220,214

TIMING:

Board action is requested on February 11, 2004, to maintain the project schedule.

BACKGROUND:

The 1998 Park Bond Program, Project Development Schedule, and the FY2002 Work Plan include a Capital Improvement Project to update the facilities at Towers Park. Towers Park is a 27.6 acre community park located in the Providence Magisterial District.

The Park Authority Board approved the project scope on June 5, 2002. The approved Towers Park scope incorporated the design and renovation of a 60-foot diamond ball field to include site grading, lighting, irrigation, retaining wall, backstop, and fencing. The approved scope also included the removal and replacement of existing playground

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equipment, reconstructing existing parking lot to include four additional spaces, and the construction of a trail to connect parking lot to playground.

The installation of the new playground equipment was completed in October 2002. The installation of the athletic field lighting is in progress with completion scheduled for March, 2004. The project scope (Attachment 2) for this contract award includes site grading, irrigation, retaining wall, backstop and player areas, fencing, and grass sod.

Seven (7) sealed bids for construction of Phase II Site Improvements at Towers Park were received and opened on February 4, 2004, as summarized in Attachment 1. The lowest responsible bidder was Atler B. Stanley, Inc. Their total bid of \$189,840 is \$31,307 or 14% below the Park Authority's pre-bid estimate of \$221,147 and \$38,709 below the next lowest bidder. The work is to be completed within 100 calendar days of Notice-to-Proceed. Atler B. Stanley & Sons, Inc. holds an active Virginia Class A Contractors License. The Department of Tax Administration has verified that Atler B. Stanley & Sons, Inc. has the appropriate Fairfax County Business, Professional and Occupational License (BPOL).

FISCAL IMPACT:

Based on the post-bid update, funding in the amount of \$220,214 is necessary to award this contract and to fund the associated contingency and administrative costs. Based on encumbrances and expenditures to date, funding is currently available in the amount of \$465,460 in Fund 370, Park Authority Bond Construction, Project 475598, Community Park Development, Detail 301.

ENCLOSED DOCUMENTS:

Attachment 1: Bid Results  
Attachment 2: Scope of Work  
Attachment 3: Construction Cost Opinion  
Attachment 4: Site Plan

STAFF:

Michael A. Kane, Director  
Timothy K. White, Deputy Director  
Lynn S. Tadlock, Director, Planning and Development Division  
John Lehman, Manager, Project Management Branch  
Christopher J. Hoppe, Supervisor, Project Management Branch  
Edward Ayscue, Project Manager, Project Management Branch